

ROUTING AND TRANSMITTAL SLIP

Date

15 OCT 1986

TO: (Name, office symbol, room number,
building, Agency/Post)

Initials

Date

1. EXA/DDA

2. ADDA

3. MS/DA

17 OCT 1986

4. DDA

20 OCT 1986

Action	File	Note and Return
Approval	For Clearance	Per Conversation
As Requested	For Correction	Prepare Reply
Circulate	For Your Information	See Me
Comment	Investigate	Signature
Coordination	Justify	

REMARKS

as a RECORD of approvals, concurrences, disposals,
clearances, and similar actions

v, Agency/Post)

Room No.—Bldg.

Phone No.

OPTIONAL FORM 41 (Rev. 7-76)

Prescribed by GSA
FPMR (41 CFR) 101-11.206

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86-1752X

MINUTES

OF THE 8 SEPTEMBER 1986

DATA REGISTRY

FILE: 45-6

MEETING OF THE FINE ARTS COMMISSION

1. The meeting was called to order at 1100 hours in Room 7D32 Headquarters. Present were:

Members:

(Chairman)

Consultant:

Others:

2. [] introduced [] to members of the Commission. He will represent the New Building Project Office at future Commission meetings.

3. The minutes of the previous meeting held on 11 August 1986 were approved as written.

4. Committee Reportsa. Exhibits

[] reported that there is nothing on display in the Exhibit Hall for this month. The Office of Equal Employment Opportunity (O/EEO) had asked to have the Hall, but they were unable to come up with an exhibit. The Iranian Exhibit, coordinated by [] is scheduled for October; the Employee Art Exhibit for November; and [] Egg Exhibit for December. The DS&T is having its 20th anniversary in January and would like to have the Exhibit Hall for a display in February. Since February is Black History Month, it will be proposed that the O/EEO set up its display prior to Martin Luther King's birthday. The display would be in place from mid-January to mid-February. The DS&T

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display would be on exhibit from mid-February to the beginning of March. A representative from the DS&T will be asked to attend next month's meeting to brief the Commission on what their plans are for the Hall.

25X1 At the 11 August meeting, [] was given
approval by the Commission to have the Exhibit Hall in August
1987 for a Constitutional Bicentennial Exhibit. However, he
25X1 reported to [] that DIA has loaned the exhibit to someone
25X1 else for the month of August. Therefore, [] has
now asked for the Exhibit Hall for either April or November
1987. The Commission agreed that April would be more
appropriate for the Bicentennial Exhibit (before the Fourth of
25X1 July celebration). [] mentioned that [] is
25X1 arranging for an exhibit of artifacts from all over the world
25X1 to be on display at the Mayflower Hotel on 19-20 September 1986
and at the DIA from 26 September-4 October. The exhibit will
be in support of DCI speeches at the Mayflower Hotel and the
DIA anniversary celebration.

25X1 In trying to plan ahead for 1987 exhibits,
25X1 [] has asked [] to draft an Employee Bulletin
advising employees that the Commission is always looking for
new and interesting ideas for exhibits. The Bulletin will
remind employees of some upcoming exhibits as well as give an
idea as to the type of exhibits we are seeking. The Bulletin
will note that the Commission will be very selective in giving
approval for use of the Exhibit Hall as we want the exhibits to
be of interest to the Agency population and of professional
caliber.

5. Old Business

a. Results of Meeting with DDA

25X1 [] attended a meeting
with the DDA on 11 August. They found Mr. Donnelly to be very
receptive, forthright and responsive.

How nice
of them
to say so.

It was mentioned to Mr. Donnelly that the Commission believes that a representative of the New Building Project Office (NBPO) should attend Commission meetings to foster dialogue and to alert the Commission to projects of concern. Mr. Donnelly sent a memo to the Director of Logistics asking that the Commission be kept informed of developments with regard to the new building. He asked Mr. Ray to arrange to have an individual who is acquainted with the new building project attend the monthly meetings of the Commission and arrange for the Commission to be briefed on those areas in the new building where large paintings may be hung, dimensions of the Visitor's Center and the suitability of this and other areas for art work or other displays, colors that are to be

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25X1 utilized within the new building, etc. As noted in paragraph
 25X1 two above, [] will attend future Commission
 25X1 meetings representing NBPO. [] said that he and
 25X1 [] C/NBPO, would be willing to brief the Commission
 at next month's meeting regarding the new building with regard
 to these issues. He also said that a tour could be given to
 the Commission. A date will be arranged at next month's
 meeting.

Mr. Donnelly was brought up to date on Mr. Melzac's offer to have the Agency purchase some of his collection. In attempting to determine the availability of funds, it was agreed that the first thing the Commission should do is have the Melzac collection appraised.

It was brought to Mr. Donnelly's attention that, before his retirement, Mr. Fitzwater had suggested putting a permanent historical display in the 1D Corridor (adjacent to the Exhibit Hall). Mr. Donnelly was advised that the Commission believes that a permanent display located in the Exhibit Hall could detract from what should be the major focus of the Hall. Mr. Donnelly agreed that there should be no permanent display located in the 1D Corridor.

At last month's meeting, the DCI Garage area was mentioned as a potential location for a permanent historical display. A possible display could be made up of artifacts stashed away under burlap [] --very valuable and priceless gifts of all sorts which have been given to the DCI and other officials by foreign visitors. [] noted that she had recently paid a visit to the DCI Garage area and that it definitely is not conducive to the display of fine art. [] also noted that this area is in desperate need of redecoration, and that she felt the Commission could work with the Office of Logistics in a project to beautify the Garage Entry Lounge and Lobby. [] mentioned that a work order has already been submitted to the Office of Logistics. The Garage will be repainted, new wall paper and carpet and some furniture have been ordered, and several pictures will be hung in an effort to refurbish the area.

b. Auditorium Lower Lobby Upgrade

25X1 [] has worked on a preliminary design for creating storage space for coats, carpeting, paint accents and benches in the Auditorium Lower Lobby. Interior design contractors and architects will look at the entire area, including the restrooms, to determine what can be done.

25X1 [] mentioned that the Auditorium Lower
 25X1 Lobby could be an ideal location for display of Bill
 [] Civil War memorabilia (vintage Civil War flag,

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photographs of Camp Griffin, local maps dating from the Civil War period) as discussed at last month's meeting. This area has a lot of public exposure as well as a very large wall space. The possibility of having this historic material organized into a permanent exhibit is being explored with Shotel, a professional display firm.

c. Melzac Collection

25X1 In keeping with the decision made at the meeting with the DDA, [] said that an appraisal is being done of the Melzac collection by Minnie Oderoff, the appraiser whose name was provided to us by Mr. Melzac. This appraisal will give us the fair market value, the condition, and what the paintings would be worth if they were sold today. After the 25X1 appraisal has been received, [] will meet again with the DDA to decide what course of action will be 25X1 taken. [] stated that she had written to Mr. Melzac in August to notify him that a meeting had been held with the DDA and that an appraisal was going to be done on the paintings.

d. Running Track Art Contest

25X1 [] Office of Medical Services (OMS), briefed the Commission regarding the running track art contest. She stated that an employee bulletin will be issued to all employees in early October announcing that OMS is sponsoring a competition for the design of a large graphic mural. The objective is to add color and a sense of progression and distance to the loading track and to encourage 25X1 creative design talent. [] stated that all entries should be submitted in the form of full color scale drawings. A committee from the Fitness Branch and the Fine Arts Commission will judge the designs and select the winners. The creator of the winning design will be awarded \$600. Awards for second and third places will be \$300 and \$100, respectively. Completed entries should be submitted to the Fitness Branch by 19 November. A decision will be made by 1 December. Allied will do the work which will be supervised by the creator of the winning design. All entries received will be on display in the Exhibit Hall during the first two weeks of January 1987.

6. New Businessa. Employee Communications Center

25X1 [] stated that this is the video machine which has appeared over the last couple of weeks at the Northeast Entrance as well as outside of South Cafeteria. 25X1 [] explained that the machine is actually a TV set with a small Apple computer inside that drives the program and gives a

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25X1 message on a TV screen. [] stated that the video machine is being used on a trial basis and that the Office of Logistics has been programming pertinent messages into the machine in an effort to better serve the Agency population as well as to pass on information that comes up quickly (e.g., temporary conditions in the parking lot or weather conditions). The message on the screen also asks that comments on the system be addressed to Facilities Management Division. If approved, the idea would be to have more than one (the one now available is on casters and is moved around to different locations) machine which could be located at both cafeteria entrances as well as the Northeast Entrance. Several members said they thought the housing of the machine was awkward and bulky. 25X1 [] explained that the first concern was to ensure that the system worked, with attention to its appearance as a next step. Ms. 25X1 [] stated that the machine could eliminate a lot of posters which appear around the building (e.g., Blood Donor Day). Ms. 25X1 [] asked that all members take a look at the set and possibly come up with suggestions for its placement, use, and improving the housing of the machine. (The machine is presently located outside of South Cafeteria but it may move.)

b. EAA Fair

25X1 [] received a memorandum from the EAA Coordinator asking for Commission approval that the EAA October Fair be held on 21-23 October. The Fair will be held in the 1J Corridor. Commission approval was given.

c. Suggestion Award - Relocation of Flag Pole

The FAC has been asked to evaluate a suggestion that the Headquarters flag pole, now located to the left of the main entrance, be moved to the center of the quadrangle because its present location is overgrown with trees and cannot be seen easily. It has also been suggested that three flags be flown in the quadrangle--the State of Virginia flag, the American flag and the CIA flag. It was agreed that the suggestion should be turned down. The Fine Arts Commission was involved in the original decision to locate the flag pole to the left of the main entrance in order to achieve balance with the auditorium. The Commission believes that the flag is properly located and would like to see the quadrangle remain as is. With regard to the other flags, the CIA flag is not usually flown outside and other government agencies do not display their flags in this manner. Also, since this is federal property which just happens to be located in Virginia, it would not be appropriate to fly the Virginia State flag. Ms. 25X1 [] will send a reply to the Suggestion Awards Committee vetoing the suggestion. 25X1 [] will submit a work order to have the trees pruned so that the present flag will be more visible.

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7. Because of the Columbus Day holiday, the next meeting will be held on 20 October in Room 6E13 Headquarters.

8. The meeting was adjourned at 1200 hours.

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